



DEPARTMENT OF THE AIR FORCE
WASHINGTON DC

Office Of The Assistant Secretary

15 January 2004

MEMORANDUM FOR ACC/CC
AMC/CC
AETC/CC
AFSOC/CC

FROM: SAF/AQ
1060 Air Force Pentagon
Washington D.C. 20330-1060

SUBJECT: Capabilities Program Execution Reviews (CPEP)

1. I wanted to create a decision forum where we could raise important program execution issues impacting warfighting capabilities and bring them to your attention in a timely manner. I received lots of positive feedback from last year's reviews with ACC and AMC. Based on the feedback and the need for such a forum, I want to continue with the reviews this year, and extend an invitation to AETC and AFSOC.
2. My goal remains to provide timely information on program execution issues so you can make informed decisions. We will identify program execution issues and develop corresponding options. We'll provide a proposed action and relate impacts to the master capabilities identified in the Capabilities Review and Risk Assessment (CRRRA). The desire is to come to resolution on each issue or generate action items to resolve each issue.
3. I would like to hold the reviews twice a year to ensure that we are being responsive to your needs. My proposal is to have the reviews in Apr-Jun and Oct-Dec.
4. My action officers for these reviews are Lt Col Vaughan, DSN 227-9494 and Maj Smith, DSN 223-5178 (edgar.vaughan@pentagon.af.mil and scottl.smith@pentagon.af.mil). I ask that you identify a member of your staff that my action officers can work with to coordinate dates. I look forward to working closer with each of you with the goal of optimizing investments and managing risk.

MARVIN R. SAMBUR
Assistant Secretary of the Air Force
(Acquisition)

cc: AFMC/CC
AFPEOs